



# BURLEY PARISH COUNCIL

## FULL COUNCIL MEETING MINUTES 13<sup>th</sup> April 2022

**Present:** Cllr P Daubeney (Chairman), Cllr R Clarke, Cllr J Cook, Cllr P Egerton and Cllr V Johnstone  
**In attendance:** D Cllr M Levitt, D Cllr R Frampton, Kate Hedge (Non-councillor working party member), five members of the public and the clerk, Tom Brindley.

Meeting commenced 18:30

### **1 Apologies for absence Apologies were accepted from Cllr P Russell (Vice-chairman)**

### **2 Declarations of interest: Cllr Cook declared a non-pecuniary interest in item 12**

### **3 Public participation including reports from district and county councillors**

- 3.1 A resident addressed the council regarding the proposed planting of a tree (Tree 3) in front of her property. The council was asked to reconsider the position as it was less than 8m from her property. Council advised that the council had removed tree 3 from the planting schedule.
- 3.2 A resident addressed the council and asked if all the new trees had be oak, and suggested beech. Cllr Clarke advised that evidence showed beech trees had a poor survival rate due the low rainfall and that ash trees were all suffering from ash die-back, making oak the preferred species.
- 3.3 A representative of the WI addressed the public. The WI had discussed the council's proposal to install a broadband link with WiFi into Myrtle Hall but was concerned at the potential loss of revenue if the WI waived the council's hire costs. The chairman asked the WI to revisit the proposal on a no cost basis.
- 3.4 A resident confirmed they would be attending the Verderer's Court to support the council's request to plant 12 trees in land in Cott Lane.
- 3.5 The applicant for planning application 22/00173, Brackenwood, Pound Lane addressed the council. The council was advised that the plans were to be amended in response to a right to light comment, and would be reducing the scale and height of the development.
- 3.6 On behalf of the council, the chairman thanked the members of the public for their attendance and advised that planning matters would be discussed later in the meeting.
- 3.7 District Cllr Richard Frampton addressed the council. Cllr Frampton informed council that New Forest District Council was supporting the freeport as long as the development did not negatively impact the foreshore at Dibden Bay on which the district council had spent a lot of money.
- 3.8 Cllr Frampton advised the district council was minded to introduce wheelie bins as this would both protect operating personnel from injury incurred while handling bin bags and would also improve the recycling rate.
- 3.9 District Cllr Martin Levitt addressed the council. He too was supportive of the freeport and the fantastic opportunities it would bring.
- 3.10 Cllr Levitt informed council of his positive experiences with wheelie bins when they were introduced into Hertfordshire. Cllr Levitt thought that certain locations, villages and flats may need special requirements.
- 3.11 A member of the public asked if street recycling bins would be retained as he felt it was important to have recycling facilities for visitors.
- 3.12 On behalf of the council, the chairman thanked Mr Jackman and councillors Frampton and Levitt for their reports.

### **4 Approval of minutes of the Burley Parish Council meeting held on 9<sup>th</sup> March 2022**

- 4.1 The minutes were approved as a true record and the chairman authorised to sign.

### **5 Matters arising**

- 5.1 (22/03/6.2) The chairman had countersigned amendments to the June, July and September 2021 minutes.
- 5.2 (22/02/21.2) Publication of emergency volunteer's contact details. Permission had been granted.

### **6 To receive the clerk's report**

- 6.1 The clerk presented his monthly report which was noted.
- 6.2 Members noted the receipt of money from NFDC for the Covid signage provided by Shappen Stores and the adjacent Ice Cream kiosk. Cllr Egerton agreed to seek out the original invoices.
- 6.3 Members **RESOLVED** to carry over for payments agreed but not paid in the previous financial year.



# BURLEY PARISH COUNCIL

6.4 Members **RESOLVED** to move the balance in the 2021-22 lengthsman's budget to an earmarked reserve.

## 7 Finance

7.1 The clerk presented the end of year financial report. Members noted the receipts and payments were under the £25,000 exemption limit.

7.2 Members considered the criteria for exemption from external audit and **RESOLVED** that the council met the exemption requirements.

7.3 Members **RESOLVED** to note and approve payments totalling:

7.4 To confirm the process for purchasing ad hoc items

7.5.1 The Clerk, as RFO, presented a paper on procurement. Members noted the requirement for all items to be purchased by officers using council money, which also enabled the reclaim of VAT.

7.6.2 The clerk agreed to set up accounts with convenient suppliers such as, where possible, office supplies could be delivered directly to members.

7.7.3 Members **RESOLVED** to authorise the issue of a debit card to the clerk.

## 8 To consider a broadband connection to the Myrtle Hall

8.1 The clerk presented options on a high speed fibre connection with WiFi to the hall.

8.2 Members noted that the WI would need to grant landlord's permission.

8.3 Members suggested a 4G connection on Vodafone might provide an adequate WiFi signal.

## 9 To consider cancelling the TalkMobile contract

9.1 Members **RESOLVED** to cancel the contract with TalkMobile.

## 10 Platinum Jubilee

10.1 The clerk circulated a drawing of a potential facsimile plaque to replace the original erected in 1937 describing how Gwendoline Cutler had planted a tree to commemorate the coronation of King George VI.

10.2 The clerk was asked to liaise with Cllr Russell on this and to try and find if Ms Cutler was still living locally.

## 11 Annual Parish Assembly (Parish Meeting)

11.1 The chairman confirmed invitations had been accepted from: Steve Avery, County Cllr Keith Mans and District Cllr Martin Levitt.

## 12 Burley Charities

12.1 Cllr Cook declared a non-pecuniary interest, as the nominee was his wife, and took no part in the decision.

12.2 Members **RESOLVED** to appoint Mrs Nicola Cook as a trustee on the Burley Charities for another 4-year term to run from the expiry of the current term on 12<sup>th</sup> June 2022.

## 13 Little Deers Day Nursery

13.1 Members noted the county council's conclusion that the current plans were not viable within the currently assigned budget.

## 14 Maintenance of village environment

14.1 Nothing to report.

## 15 Trees

15.1 **Pound Lane** After consultation with residents, trees 3 and 5 had been dropped from the scheme, resulting in eight trees to be planted.

15.2 Refer to minute 25 for details of contracts awarded.

15.3 **Tree felling at Slap Bottom** Councillors noted from recent Verderers' Court minutes that Forestry England had announced the plan for removing trees at Slap Bottom will not now take place. This was to have been done as an HLS Wet Lawn Restoration project in December 2019 and involve the felling of over 200 Scots Pines – but without the prior consultation promised to Burley Parish Council when the scheme was mooted over a year earlier.



# BURLEY PARISH COUNCIL

## 16 Broadband update.

16.1 Nothing to report

## 17 Correspondence

17.1 All correspondence had been circulated to members.

## 18 Licensing

18.1 Members considered an application for an occasional licence for the Burley Food Festival and raised no objections.

## 19 Burley Watch

19.1 Cllr Egerton presented proposals for leaflets. After debate, members **RESOLVED** to print separate Burley Watch and Jubilee Leaflets.

19.2 Members agreed to arrange distribution

19.3 Cllr Egerton agreed to provide the text of both leaflets to the clerk, who would place the order for printing.

## 20 Roads and Traffic Report

20.1 Members noted the A35 Holmsley Bridge works were nearing completion and the road was open, but with 4-way traffic lights to control the crossing near the Station Tearooms which remained closed.

20.2 Members **RESOLVED** to write to Hampshire County Council regarding reparation works for damage caused by diverted traffic.

## 21 Lengthsman

21.1 The clerk was asked to add clearing of brambles in front of Middlebridge, Pound Lane to the lengthsman's work sheets.

## 22 Planning

22.1 Decisions communicated by NFNPA since the BPC Meeting 9th March.

NFNPA Application number and Address	Proposal	BPC Recommendation NFNPA Decision
Ref. No: 22/00044 Whitecroft, 2 Clough Lane	Access alterations to realign entrance with cattle grid; 1.8m high fencing, vehicular and pedestrian access	R5 Accept LPA decision Granted STC
Ref. No: 22/00011 Vereley House, Vereley	Fencing and gates (removal of existing fencing)	R5 Accept LPA decision Granted STC
Ref. No: 21/01120 Scout Headquarters, Cott Lane	Roof and extension to existing storage hut	R5 Accept LPA decision Granted STC

22.2 Applications considered on 13<sup>th</sup> April 2022

NFNPA Application number and Address	Proposal	BPC Response
Ref No: 22/00111 Little Pond, Bisterne Close	First floor extension to outbuilding to provide additional habitable floorspace; 1no. rooflight; ...	R1 Request to consider special circumstances
Ref No: 22/00210 Ramblers, Burley Street	Garage with first floor over; shed (demolition of existing)	No officer report received. Recommendation deferred*
Ref No: 22/00211 The Little House, Chapel Lane	Attached outbuilding with balcony above; 1no. window; replace 1no. window with door; demolition o...	R5 Accept LPA decision
Ref. No: 22/00231 (LBC) Ramblers, Burley Street	Garage with first floor over; shed (demolition of existing) (Application for Listed Building Cons...	No officer report received. Recommendation deferred*
Ref. No: 22/00163 The Lodge, Mill Lane	Garage	No tree officer report received. Recommendation deferred*
Ref. No: 22/00173 Brackenwood, Pound Lane	First floor rear extension; alterations to windows	No officer report received. Recommendation deferred*



# BURLEY PARISH COUNCIL

<b>Ref. No: 22/00108</b> Burley Manor, Ringwood Road	Charging points	R2. Members considered the visual form would be detrimental to the listed building.
<b>Ref. No: 22/00248</b> Vereley House, Verely	Paved area. Retrospective application	R5 Accept LPA decision

22.3 \*Members noted that some applications came in before the officer’s preliminary report had been received. Members **RESOLVED** that in such cases the response would be deferred, but, where the deadline for the response was prior to the next meeting, power to respond was delegated to Cllrs Clarke, Egerton and the Clerk, following consultation with members.

## 23 Urgent Business

23.1 None

## 24 To exclude the press and public on the grounds of the confidential nature of business to be discussed

24.1 Members **RESOLVED** to exclude the press and public.

## 25 To award contracts

25.2 Members **RESOLVED** to award the contract for tree planting to the Tree Management Company.

25.3 Members **RESOLVED** to waive Standing Order 11.1h (requirement to obtain 3 quotes) as permitted under Standing Order 11.1d, in regard to the contract to supply trees.

25.4 Members **RESOLVED** to award the contract for the supply of trees to Landford Trees Ltd.

25.5 Members **RESOLVED** to defer a decision on awarding a contract for cleaning the war memorial to a later meeting.

The meeting closed at 8.42 pm

Burley Annual Assembly: Monday 16<sup>th</sup> May 6:30pm in the Village Hall

Next monthly meeting of Burley PC: Monday 16th May at 7.30pm in the Village Hall, Burley.

Signed: \_\_\_\_\_ Date: 16<sup>th</sup> May 2022